



**The Board of Education of
School District No.5 (Southeast Kootenay)
AGENDA - REGULAR PUBLIC MEETING**

October 13, 2020, 3:00 p.m.

Kootenay Learning Campus - Fernie

Pages

1. COMMENCEMENT OF MEETING

1.1. Call to Order

I want to acknowledge that we have gathered here in the Homelands of the Ktunaxa people.

1.2. Consideration and Approval of Agenda

M/S that the agenda for the regular public meeting of the Board of Education of October 13, 2020 be approved as [circulated / amended].

1.3. Approval of the Minutes

4

M/S that the minutes of the regular public meeting of the Board of Education of September 15, 2020 be approved as [circulated/amended].

1.4. Receipt of Records of Closed Meetings

12

M/S to accept the closed records of the in-camera meeting of the Board of Education of September 15, 2020.

1.5. Business Arising from Previous Minutes

1.6. Receiving of Delegations/Presentations

1.6.1. Fernie Secondary School Extra-curricular Activities - Parents

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1. Advocacy/Education Committee

13

RECOMMENDATION A

M/S that the Board send an updated letter to the Ministry of Education regarding the Boards' concerns around administering the FSA in our District.

M/S that the Board accept the report of the Advocacy/Education Committee.

2.2. Policy Committee 18

RECOMMENDATION A:

M/S that Policy 3.18 Scholarships/Awards be forwarded to the Board for approval with amendments.

M/S that the Board accept the report of the Policy Committee.

2.3. Student Services Committee 24

M/S that the Board accept the report of the Student Services Committee.

2.4. Finance/Operations/Personnel Committee 29

RECOMMENDATION A

M/S that the Board refer the draft letter to BCSTA regarding school site land acquisition to the October Board meeting.

M/S that the Board accept the report of the Finance/Operations/Personnel Committee.

2.5. BCSTA /Provincial Council

M/S to accept the report of the BCSTA/Provincial Council.

2.6. Communications/Media Committee

M/S to accept the report of the Communications/Media Committee.

2.7. Mount Baker Secondary School Replacement Committee

M/S to accept the report of the Mount Baker Secondary School Replacement Committee.

2.8. Key City Theatre

M/S to accept the report of the Key City Theatre.

2.9. Legacy of Learning

M/S to accept the Legacy of Learning report.

2.10. French Advisory Committee

2.11. Trustee Reports

3.	SECRETARY TREASURER'S REPORT TO THE BOARD	
	Reporting on (finances/budget, capital projects, facilities, operations/maintenance/transportation)	
3.1.	Stage 2 Restart protocol Update - Secretary Treasurer	
3.2.	Finance Report	33
3.3.	2020/21 Amended Annual Five Year Capital Plan	34
3.4.	Election - Use of Schools Update	
	M/S that the October 13, 2020 Secretary Treasurer's report be accepted as presented.	
4.	SUPERINTENDENT'S REPORT TO THE BOARD	47
	The Pathway's report can be found on the School District's website at www.sd5.bc.ca .	
	M/S that the October 13, 2020 Superintendent's Report to the Board of Education be accepted as presented.	
5.	CHAIRPERSON'S REPORT	
5.1.	Board Letter to BCSTA - SchoolSite Land Acquisition	62
6.	NEW BUSINESS	
6.1.	Draft a Thank you Letter for September 18th Pro-D day	
7.	TRUSTEE BOUQUETS	
8.	ITEMS FOR INFORMATION/CORRESPONDENCE	
9.	QUESTION PERIOD	
10.	LATE ITEMS	
11.	ADJOURNMENT	
	M/S that the October 13, 2020 regular public meeting of the Board of Education adjourn at [time].	



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - REGULAR PUBLIC MEETING**

**September 15, 2020, 3:00 p.m.
Cranbrook Board Office**

Present: Chairperson Lento
Trustee Ayling
Trustee Bellina - Zoom
Trustee Damstrom - Zoom
Trustee Johns
Trustee Kitt - Zoom
Trustee McPhee
Trustee Turner
Trustee Whalen

Staff Present Superintendent, S. Yardley
Secretary Treasurer, A. Rice
Director of Instruction/Human Resources, B. Reimer
Director of Student Learning/Aboriginal Education, J. Tichauer
Director of Instruction/Student Learning and Innovation, D. Casault
District Principal/Student Services, D. Verbeurgt
Executive Assistant, (recorder) Sandy Gronlund

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Chairperson Lento called the September 15, 2020 regular public meeting of the Board of Education to order at 3:07 p.m.

Chairperson Lento asked for a moment of silence for the passing of some class acts.

Peter Caufield – Fernie Secondary School

Bart Stevenson – Parkland Middle School

Nick Turchniak – Mount Baker Secondary School

Sharon Duthie – T.M. Roberts Elementary School

1.2 Consideration and Approval of Agenda

Additions: **6.3 Innes Avenue Development**

MOTION R-20-93

M/S that the agenda for the regular public meeting of the Board of Education of September 15, 2020 be approved as amended.

CARRIED

1.3 Approval of the Minutes

Minutes of the public meeting of the Board of Education of June 9, 2020.

MOTION R-20-94

M/S that the minutes of the regular public meeting of the Board of Education of June 9, 2020 be approved as circulated.

CARRIED

1.4 Receipt of Records of Closed Meetings

MOTION R-20-95

M/S to accept the closed records of the in-camera meeting of the Board of Education of June 9th, 17th, 23rd and July 21st, 2020.

CARRIED

1.5 Business Arising from Previous Minutes

Trustee Johns clarified item 2.3 of the June 9, 2020 regular public minutes that all options are still on the table for replacement/renovations on Mount Baker Secondary School.

Trustee Johns asked for a follow up on item 3.1 in the June 9, 2020 regarding temperature checks at the schools. Secretary Treasurer Rice replied the district is following the advice of public health and safety as well as the Ministry of Education who have advised that we should not be conducting temperature checks.

Secretary Treasurer Rice will share the information he has received on temperature checks in schools with the Board.

1.6 Receiving of Delegations/Presentations

Nil.

2. TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee

No meeting in August.

2.2 Policy Committee

No meeting in August.

2.3 Student Services Committee

No meeting in August.

2.4 Finance/Operations/Personnel Committee

No meeting in August.

2.5 BCSTA /Provincial Council

Trustee Bellina enjoyed the encouraging message from Stephanie Higginson, President of BCSTA, published in a recent BCSTA Weekly News.

The BCSTA Provincial Council meeting on October 24, 2020 will be held via Zoom with final submissions of motions on September 18, 2020.

Trustee Bellina asked the Board if they had any emergent motions they would like to submit at this time. They did not.

MOTION R-20-96

M/S to accept the report of the BCSTA/Provincial Council.

CARRIED

2.6 Communications/Media Committee

Trustee Ayling shared the following letters and releases with the Board that have been sent to media.

- Letter of appreciation to Director Reimer, Heather Hockley and Jill MacDonald for their work on the “HR Recruitment” report
- Media releases for the principal and vice-principal hires at Mount Baker Secondary School
- Media release for the new district admin hire at the Kootenay Learning Campus/District Learning Centre
- Media release on the Budget/SSCFGS Select Standing Committee on Finance and Government Services
- Message to the School District 5 Community

MOTION R-20-97

M/S to accept the report of the Communications/Media Committee.

CARRIED

2.7 Mount Baker Secondary School Replacement Committee

Trustee Johns clarified item 2.3 of the June 9, 2020 regular public minutes that all options are still on the table for replacement or renovations to Mount Baker Secondary School (MBSS). His plan is to meet with Secretary Treasurer Rice and Operations Manager Tank in the near future to discuss these options.

MOTION R-20-98

M/S to accept the report of the Mount Baker Secondary School Replacement Committee.

CARRIED

2.8 Key City Theatre

Trustee McPhee shared that the Key City Theatre Society will be meeting this Thursday, September 17, 2020. He discussed the municipal taxation on the Key City Theatre and Secretary-Treasurer Rice will provide an update once he receives additional information.

Trustee Ayling reported having been on the Board of the Key City Theatre for the maximum six years allowed come December and we will need another SD5 Board member to replace her.

MOTION R-20-99

M/S to accept the report of the Key City Theatre.

CARRIED

2.9 Legacy of Learning

Trustee Johns reviewed the September 15, 2020 Legacy of Learning report with the Board. The Legacy is looking to purchase a community board to display at the Kootenay Learning Campus in the amount of \$400-\$500. Trustee Johns suggested that trustees ask around in their communities to see if there was some interest in advertising on the board.

MOTION R-20-100

M/S to accept the Legacy of Learning report.

CARRIED

2.10 French Advisory Committee

No meeting.

2.11 Trustee Reports

Trustees reported on their activities for the month.

- Trustee Turner will be attending a PAC meeting tonight and also attended a PAC meeting at Kootenay Orchard last night. PACs are looking at ways to safely hold events for the students such as orange shirt day, photo day etc.
- Trustee McPhee appreciates this is a busy time of the year but would like to see school web pages updated with meeting dates etc. as soon as possible.
- Trustee Johns reported that a date for the Mount Baker Secondary School PAC meeting will be announced soon and the Highlands Elementary School PAC will set a date in October.
- Trustee Kitt reported that with the discussions she and Secretary Treasurer Rice have had with the District of Elkford around parents safely dropping off students at the Rocky Mountain Elementary school, the District of Elkford has now approved the school to use the road out front of the school for the times parents are dropping and picking up students.
- Trustee Damstrom reported that after having discussions with the Principal of Jaffray School she feels Covid-19 related protocols are going well.
- Trustee Bellina reported that she will be attending a PAC meeting tonight and that she chaired a Sparwood Library Board meeting via Zoom.

3. SECRETARY TREASURER'S REPORT TO THE BOARD

3.1 Stage 2 Restart Protocol Update - Secretary Treasurer

Secretary Treasurer Rice reported on the two successful Health and Safety instruction Live Teams events on September 8th and 9th with all SD5 employees. The health and safety question & answer session will be posted on the SD5 website shortly.

He expressed his gratitude to the staff working on the health and safety committee. There has been a significant amount of additional work for them.

There was concern on the ability to sanitize manipulatives such as toys and equipment. Secretary Treasurer gave an explanation on the devices that are on order that will make sanitizing more effective and easier to use. One of these devices has the potential to be available in every classroom. There are questions coming in with relation to Covid symptoms from the Ministry of Education. Secretary Treasurer Rice is hopeful that the guiding information we receive will be more helpful. We need to be

very sure we communicate out information to staff and parents and to ensure everyone understands the information.

The district will be receiving Federal funds from the Ministry of Education. These funds will have criteria for spending attached that must be adhered. There is a possibility of additional funds in the future. Secretary Treasurer Rice will put together a committee with representatives from SD5 staff and partner stakeholders to come up with a plan for spending this funding and bring this plan to the Board for their approval. Secretary Treasurer Rice will update the Board further at the September 28th committee meeting.

Secretary Treasurer Rice distributed the SD5 Covid-19 Mandatory Protocol Procedures for the School Board Office to the Board.

Trustee Johns asked about how staff will be receiving flu shots due to Covid protocols. Secretary Treasurer Rice will follow up on this item and report back.

3.2 June 30, 2020 Financial Statement Audit

Secretary Treasurer Rice reported that the district has received a clean financial audit by BDO Canada for the 2019-20 year and asked the Board for their approval of the Audited Financial Statements.

MOTION R-20-101

M/S that the Board accept and approve the 2019/2020 BDO Canada Audited Financial Statements.

CARRIED

Secretary Treasurer Rice will have a copy of the financial statements posted on the website and attach a copy to the public meeting for any questions that may arise.

3.3 Finance Report

Attached to the agenda for information. Secretary Treasurer Rice will give an update on the student enrollment at the September 28th committee meeting.

MOTION R-20-102

M/S that the Board of Education accept the Secretary Treasurer's report of September 15, 2020 as presented.

CARRIED

4. SUPERINTENDENT'S REPORT TO THE BOARD

4.1 Stage 2 Restart Protocol Update – Superintendent

Superintendent Yardley reported on the start up of schools.

The district team along with our stakeholder partners started back to work August 6th to formulate a stage 2 return to school plan to be submitted to the Ministry of Education (MoE). We are being advised that Covid-19 could be here to stay. Our principals and vice-principals have been working hard at the schools to find ways to ensure the Covid-19 safety protocols work in their schools. High schools and middle schools have had to redo their timetables in order to accommodate the learning groups in their schools. They worked closely with their district directors and have had to tweak their plan many times as new information comes in from the MoE. Schools will continue to adjust their

safety plans as information comes down from MoE. Superintendent Yardley feels we are in a good place at this time.

Student enrollment numbers could be a concern. Superintendent Yardley distributed a report showing each schools enrolment along with student absences over the last week. The absentee numbers that are accounted for are students that are feeling unwell, some staying home because of the smoke in the air and some parents are undecided as yet where their children will obtain their schooling. District staff are currently focusing on students that are unaccounted for.

We currently have continuing education and district learning with 160 k-9 full time students with approximately 145 coming out of our brick and mortal schools. There is currently 24 grade 10-12 full time students from brick and mortal schools.

Great information is being shared on our SD5 Facebook page. Our student messenger will be set up soon as another option for communicating with parents.

Superintendent Yardley expressed how proud she is of the work the health and safety committee has accomplished. She complimented both Larry Dureski and Secretary Treasurer Rice for their delivery of the health and safety presentation to the SD5 staff.

District Principal Verbeurgt reported that the student services enrolment is close to what was budgeted for. The student services department is doing well and in a good place.

District Principal Roberts has stated the audio set up in the Board room and the Kootenay Learning Campus requires an update. This is a high priority and the SD5 tech department is working on a plan.

4.2 Pro-D Day (Sept 18)

Director Tichauer explained what the District Indigenous Professional Development Day will look like this Friday. Sophie Pierre and the Honourable Senator Murray Sinclair will join us as keynote speakers via “Microsoft Live Teams” for our district Indigenous Education Professional Development Day September 18, 2020.

The theme for the day is *“Truth and Reconciliation: Continuing OUR Journey”*

We also welcome two presenters for our afternoon sessions from the College of the Rockies Indigenous Education Team. Joann Smith presenting on Reconciliation & Indigenizing Practice and Karen Smith presenting on Incorporating Indigenous Content & Perspective into the K-12 Curriculum. Both presentations again via “Microsoft Live Teams”.

All SD5 staff are invited to watch these “Live Teams” sessions including our casual employees. Director Tichauer thanked everyone who worked so hard to put this event together.

MOTION R-20-103

M/S that the Board of Education accept the Superintendent’s report of September 15, 2020 as presented.

CARRIED

5. CHAIRPERSON'S REPORT

Chair Lento thanked the Superintendent and Secretary Treasurer for all of their hard work in taking the lead, along with the Directors and District Principals and offered a report card on the Superintendent and Secretary Treasurer Covid leadership: A for accepting, A for assessing, A for addressing, A for acting, A for adjusting and an A for adapting. Six A's – not bad for anybody's report card. Chair Lento appreciated the Health and Safety orientation and presentation delivered to all SD5 staff by Larry Dureski. Larry also gets an "A"!! A heartfelt thanks! He also noted the special effort by Sarah Jones with her help on the Health and Safety team.

Chair Lento would like to find a safe way for our students to be able to get back into playing team sports. For some students, this is a very important part of school.

5.1 2020-21 Meeting Locations of the Board Schedule Revised

MOTION R-20-104

M/S that the Board of Education approve the revised locations as presented for the 2020-21 Board Meeting Schedule.

CARRIED

5.2 Committee Meeting Agenda Formats – Revised

The Board met on August 31, 2020 with Superintendent Yardley and Secretary Treasurer Rice and the Executive Assistants to discuss and revise the Advocacy, Policy, Student Services, Finance/Operation/Personnel public and in-camera committee agenda formats.

MOTION R-20-105

M/S that the Board of Education approve the changes in the revised committee meeting agendas.

CARRIED

6. NEW BUSINESS

6.1 Business Arising from Delegations

Nil

6.2 Draft Annual School Calendars 2021/2022 and 2022/2023

MOTION R-20-106

M/S that the Board of Education approve the 2021/2022 and 2022/2023 draft annual school calendars be distributed to our stakeholder partners for the required 30-day public consultation process.

CARRIED

6.3 Innes Avenue Development

On February 19th Trustee Johns presented at a City of Cranbrook council meeting. The district has received no response back from the city regarding the presentation. He suggested an SD5 working committee evaluate the impact the development could potentially have on our school sites and report back at the next Board meeting.

MOTION R-20-107

M/S that the Secretary Treasurer write a letter to the City of Cranbrook requesting information on the status of the proposed Inness Avenue development and the status of the City's response to the comments made by SD5 at the public consultation of February 19th, 2020, regarding the development.

CARRIED

7. TRUSTEE BOUQUETS

- Trustee Turner for the resilience SD5 has shown in working with partners and staff on the protocols of the safety towards Covid issues.
- Trustee Bellina for all SD5 staff and trustees for working so hard on a safety plan for the students return back to school in these Covid-19 times.

8. ITEMS FOR INFORMATION/CORRESPONDENCE

9. QUESTION PERIOD

Thank you to Sarah Jones for her work with the Health and Safety Team.

10. LATE ITEMS

Nil.

11. ADJOURNMENT

MOTION R-20-108

M/S that the September 15, 2020 regular public meeting of the Board of Education adjourn at 4:40 p.m.

CARRIED

Frank Lento, Chairperson

Alan Rice, Secretary Treasurer



1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meetings for

September 15, 2020

- Exempt Compensation
- BCPSEA Representative Report
- Personnel
- Financial Audit Presentation

- Superintendent's Report
 - Staffing Update
 - Counseling time

Alan Rice
Secretary Treasurer



**The Board of Education of
School District No.5 (Southeast Kootenay)
Minutes - Advocacy/Education Committee**

**September 28, 2020, 9:30 a.m.
Cranbrook Board Office**

Committee Members
In Attendance:

Trustee Whalen (Co-Chair)
Trustee Turner
Trustee Ayling
Trustee Bellina (by Zoom)

Regrets:

Board/District Staff in
Attendance:

Trustee McPhee
Trustee Johns
Trustee Damstrom
Trustee Kitt
Trustee Lento
Silke Yardley, Superintendent
Jason Tichauer, Director, Student Learning
Diane Casault, Director, Student Learning
Jennifer Roberts, District Principal (by Zoom)
Alan Rice, Secretary Treasurer
Darcy Verbeurgt, District Principal
Gail Rousseau, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1 Call to Order

I want to acknowledge that we have gathered here in the Homelands of the Ktunaxa people.

The Advocacy/Education Committee Meeting of September 28, 2020 was called to order at 9:37 a.m. by Co-Chair Whalen.

1.2 Approval of Agenda

Addition: Item New Business - 5.3 FSA

M/S that the agenda of the Advocacy/Education Committee meeting of September 28, 2020 is approved as amended.

1.3 Approval of Minutes

M/S that the minutes of the Advocacy/Education Committee meeting of February 24, 2020 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MEETING

nil

3. DELEGATIONS/PRESENTATIONS

3.1 How Are We Doing Report?

Director Tichauer reported:

- this item was tabled to April, 2020 but due to COVID, Committee meetings were cancelled
- data for the previous school year usually gets released from the Ministry around Christmas time
- another good year in terms of student success for Aboriginal Education results
- completion rate in top 3 in the province
- 6 year completion rate far above average for the province; it is the highest it has ever been at 83%
- uses BC residents data – much more honest indicator of student success
- unofficial data is available for 19/20 year – early indicators say 5 year completion rate will be even higher this year

4. REPORTS

4.1 DSAC Report

Due to the inability to hold face-to-face meetings with DSAC at this time, this initiative will be put on hold. Any pending initiatives regarding DSAC students i.e., climate action and vaping will be put back on the agenda when we can meet as a whole. Trustee Bellina suggested that a gathering could possibly be organized at the end of the year at Tobacco Plains.

4.2 DPAC Report

Trustee Turner reported:

- large turnout of 12 people at first meeting
- DPAC has revised their constitution
- DPAC was represented on the Health and Safety Committee and was very grateful for the opportunity
- some parents at high school level were confused by quarter system as there was no opportunity to discuss it before it was implemented

- DPAC purchased books for parents called “Kids These Days”, by Jody Carrington for \$10 each
- fundraising is looking different this year; one school fundraising for library books
- Director Tichauer reassured parents that the food programs in schools are still being provided
- a question regarding gaming grants was brought up by PACs; Are the grants going to be the same amount as before? DPAC will inquire
- next DPAC meeting is on October 14

Questions/Comments:

- no hot lunches this year at school; too bad as it generates a lot of revenue
- Director Casault mentioned that the district has purchased the Jodi Carrington Program which goes along with the booked DPAC has purchased

Action Item: Director Casault will send information about the Jody Carrington program to the DPAC chair and also to Trustees

5. NEW BUSINESS

5.1 District Indigenous Professional Development Day Recap - Jason Tichauer

Thank you to Faye O-Neil for her outstanding job in organizing this day and to Joe Pierre for moderating the day. We received 186 responses on the feedback form. A draw was held for prizes for those who filled out the feedback form. Thank you to the Tech Department who provided great support for the day and thank you to everyone who supported and participated in this very important District Indigenous Professional Development Day. The day was a huge success!

5.2 Ktunaxa Welcome Sign for Cranbrook Board Office

We now have Ktunaxa language for signs for the exterior of our board office. Signs will be placed at the front door, outside the bus shop and the maintenance shop (garage). Faye O’Neil has a request out to the Ktunaxa National Council, the Elders in Residence and the Knowledge Holders for a voice recording of the new language. Signs will be made and then a proper reveal will be organized. It was suggestion to hold some kind of competition for staff to be able to pronounce the new words. Putting signs up is one thing but truly learning to how to use them is another. Interior signage will be coming as well. Thanks to Faye O’Neil for taking on this initiative.

5.3 FSA

Trustee Ayling and Trustee Turner would like to recommend an updated letter be sent to the Ministry of Education expressing the Boards’ disappointment with the Ministry of Education’s continuation with the FSA. Considering the impact COVID has had on students and staff already this year, they wonder why it would be in anyone’s best interest to continue. We need to support students right now in a meaningful way. Anxiety is high in students and the FSA is adding more anxiety for staff and students. It costs a minimum of 5 hours of instruction to administer this test in its various components. That time is needed to help students progress. In addition, this money

could be used to help our vulnerable students and to help with the overall health and safety for the district.

Recommendation A – that the Board send an updated letter to the Ministry of Education regarding the Boards’ concerns around administering the FSA in our District.

A further discussion took place:

- Is there any money that comes to help deal with issues that are identified from the assessment?
- last year was not a full year for students; in this particular time we are going to miss kids because some are not attending school right now; don’t see practicality of pushing forward with all complexity of what we have going on in all schools
- biggest controversy seems to be with Fraser Institute – would like to know who does like the FSA and the pros and cons
- perhaps in our letter ask the Ministry for alternative ways to gather data which will work for our own purposes

Action Item: Trustee Ayling would like those Trustees who want their comments in the letter to send them to her as soon as they can

- can we opt out of the FSA?
- definitely a controversial assessment; controversy is with Fraser Institute and how they rate and rank schools; parents look at this
- assessment is done to see how students are doing; written by teachers, follows new curriculum; takes about 5 hours
- if the assessment is used in a way to improve student learning then it is a benefit
- done at different grades which shows us if the students are not doing well
- we are looking at district wide assessment for our district
- we are asking teachers to put their assessments this year in MyEd so we can track data especially this year because of COVID to see how they are doing
- not sure we can opt out of the assessment
- Teachers might have been involved in putting together the test but they pulled out; if we have to do it then lets do it randomly – not every school every year that would take away the ranking as well

6. RECOMMENDED ACTIONS - APPENDIX A

6.1 DSAC Initiative - Vaping strategies, approaches – DSAC on hold due to COVID

6.2 Annual School Fees Plan

6.3 District Initiatives - Climate Action – Action Item: invite Paul Matthews from MBSS to present at the next Advocacy/Education Committee meeting (was put on hold due to COVID)

6.4 Recommended Resources for the New Curriculum (2021 BCSTA AGM)
This item was sent through the Kootenay Boundary Branch to be forwarded to BCSTA AGM where it will be discussed and debated.

6.5 Early Learning Fernie Best Practises

6.6 EDI Comparisons

7. ITEMS FOR INFORMATION/CORRESPONDENCE

7.1 Funding

7.1.1 SD 69
Receive and file.

7.1.2 BCSTA Letter to MOE
Receive and file.

7.1.3 CUPE BC to MOE
Receive and file.

7.1.4 SD 61
Receive and file.

8. ADJOURNMENT

The Advocacy/Education Committee meeting of September 28, 2020 is adjourned at 10:30 a.m.



**The Board of Education of
School District No.5 (Southeast Kootenay)**

MINUTES - POLICY MEETING

**September 28, 2020, 11:30 a.m.
Cranbrook Board Office**

Committee Members in
Attendance:

Co-Chair Trustee Turner
Co-Chair Trustee Ayling
Trustee McPhee
Trustee Whalen

Board/District Staff in
Attendance:

Chairperson Lento
Trustee Bellina (by Zoom)
Trustee Damstrom
Trustee Johns
Trustee Kitt
Superintendent, S. Yardley
Secretary Treasurer, A. Rice
Director of Instruction/Human Resources, B. Reimer
Director of Student Learning/Aboriginal Education, J. Tichauer
Director of Student Learning/Innovation, D. Casault
District Principal/Student Services, D. Verbeurgt
District Principal/Transformative Learning, J. Roberts (by Zoom)
Executive Assistant, J. Nixon (Recorder)

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The Policy Committee meeting of September 28 was called to order at 11:32 a.m. by Co-Chair Turner.

1.2 Approval of the Agenda

M/S that the agenda for the Policy Committee meeting of September 28, 2020 be approved as circulated.

1.3 Approval of the Minutes

M/S that the minutes of the Policy Committee meeting of February 24, 2020 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MEETING

2.1 Revised Policy 3.33 (Use of Cell Phones and Digital Devices)

Director of Student Learning, Diane Casault reviewed Revised Policy 3.33. She explained that cell phones and other digital devices may be used in class for instructional purposes. Cell phones and digital devices are not to be taken into changerooms or washrooms.

Mrs. Casault also expressed the need to understand when the use of cell phones is inappropriate and when it is appropriate for students and staff. Many School District 5 (Southeast Kootenay) staff (i.e. Aboriginal Education Support Workers, Youth Care Workers, teachers and Educational Assistants) carry cell phones and digital devices for both safety and emergency purposes.

Trustee Johns raised questions on when devices would be confiscated if used in violation of the policy (see Policy 3.33, Staff, 3). He also discussed the need for TTOC's to carry cell phones with them to accept call-out positions from the automated system.

Trustee Bellina asked for clarification of the term Kahoot (this term was used in feedback from District Student Advisory Council (DSAC). Mrs. Casault explained Kahoot is user-generated multiple-choice quizzes that can be accessed via a web browser or the Kahoot app.

Trustee McPhee felt after reviewing Policy 3.33, that under Staff, points 1 and 2 should be reversed. Cell phones and other digital devices may be used during instructional times to support student learning should be first.

Trustee Kitt suggested that the word only should be removed from the statement "non-instructional time only" when describing when cell phones and digital devices may be used. Mrs. Kitt also questioned if there should be an age limit to when students may carry cell phones and digital devices at school (i.e. do elementary students need cell phones at school?) Superintendent Yardley explained that we cannot dictate an age level for students carrying digital devices or cell phones as it is a parent choice.

Superintendent Yardley also added that the first paragraph of Policy 3.33 needs to be revised to state, ..."The ordinary use of cell phones and digital products during instructional time may be disruptive to the educational environment however, cell phones and other digital devices may be used during instructional time...."

Chairperson Lento suggested that Policy 3.33 needs a Guiding Principles section. The Guiding Principles would include appropriate usage, inappropriate usage, disciplinary action, etc. These principles would then guide and clarify Policy 3.33.

CFTA Representative, Shelley Balfour, suggested that it is important to state under Staff, point 2 that "Digital devices may be used during instructional times to support student learning and or in case of emergency.

Co-Chair Turner reiterated Chairperson Lento's position of creating guiding principles on the use of digital and cellular phones. These principles will highlight policy versus practice and the courtesy protocols. The principles will also provide specific information and clarity.

Trustee Ayling also expressed the need for students to have cell phones at school for parent contact and safety. She used the example of texting a child to remind of an upcoming appointment.

Trustee Johns asked if there had been a comparison of School District 5 (Southeast Kootenay) Policy 3.33 to other jurisdictions.

Trustee Ayling also queried how other districts were managing their cell phone and digital devices policies. Mrs. Casault advised that information and other districts' policies were referenced when creating this policy. The original Policy 3.33 was too strict on usage of cell phones and digital devices. It is for this reason that Policy 3.33 is being revamped.

Further discussions ensued regarding how devices will be monitored (i.e. who will supervise students taking devices into changerooms and bathrooms) and how the district will need to ensure that devices are not used for bullying and harassment.

Chairperson Lento reminded the Policy Committee that the need for revisions to this Policy was brought forth at a PAC meeting. He suggested the Policy Committee have patience and tolerance to work on getting Policy 3.33 and the Guiding Principles correct. The Guiding Principles must contain all the required information including exemptions for staff as well as reasons for the exemptions (i.e. safety, emergency, curriculum); clear and concise responsibilities for cell phone and digital device usage for all (student, staff and parents); the disciplinary actions and the appeal process. Once drafted, Chairperson Lento also suggested that the policy and principles be reviewed by legal counsel.

2.2 Revised Policy 3.42 (Student Registration for Distance Education)

Director of Student Learning, Diane Casault reviewed the limited feedback that was received for this policy. This feedback was received before the influx of students registering for Distance Education and Continuing Education. Mrs. Casault explained that there was not much needing updating in Policy 3.42.

Chairperson Lento expressed that he was not a fan of the term Distance Learning and questioned if it should be called E-Learning. Chairperson Lento felt the term E-Learning was more easily understood by parents and students. He also queried if the Policy needs to clearly define the terms Distance Education and Continuing Education.

Trustee Kitt discussed the influx of registrations and wondered if there were lessons learned from the high number of students.

Director of Student Learning, Jason Tichauer explained that the wording for continuity of education had been returned at a provincial level therefore it was necessary for the policy to reflect this. He also explained that both Policy and Regulations 3.42 need to be studied and revised.

Director of Student Learning, Diane Casault further added that the Ministry of Education is moving toward specific learning sites for the 2021-2022 academic year.

2.3 Policy 3.18 Scholarships/Awards

Director of Student Learning, Diane Casault explained the amended policy. The original policy acknowledged excellence in a variety of learning fields based on provincial exam results. As there are no longer provincial examinations, the Board of Education will annually establish a Provincial District/Authority Scholarship Committee and provide reports to the Ministry of Education through the Superintendent's office.

Director of Student Learning, Jason Tichauer explained the policy changes to reflect that there will be a district committee established annually.

Trustee Kitt discussed the make up of the committee. It was determined that the committee be made up of district staff and trustees.

Chairperson Lento stated that there should be follow up on awards and questioned who was responsible for this.

RECOMMENDATION A:

M/S that Policy 3.18 Scholarships/Awards be forwarded to the Board for approval with amendments.

3. PRESENTATIONS

4. REPORTS

4.1 Review Partner Feedback

Partner feedback was reviewed and discussed for Policies 3.33, 3.42, 3.18. Notations of discussions found under 2.0 Business Arising.

5. NEW BUSINESS

5.1 Policy Manual Index

Discussion regarding revising the Policy Manual Index to reflect all sub-headings, Board approved documents, bylaws and relevant policy resolutions.

This reorganization and review project will be the responsibility of Executive Assistant, Jane Nixon.

5.2 Childcare Programs - Ministerial Order

The Ministerial Order requires boards to include additional information in their childcare policies and will be further discussed. Director of Student Learning, Diane Casault explained that all Boards of Education must have a policy to support childcare programs. This includes after school care. School District 5 (Southeast Kootenay) is currently in the process of assessing needs and the procedures for licencing. The current district policy requires work.

Secretary Treasurer Alan Rice explained that the childcare program policy will be on the labour agenda.

6. RECOMMENDED ACTIONS - APPENDIX A

Items to remain on Appendix A for review:

Exempt Travel/Pro-D Policy is pending the meeting of Trustee Johns and Secretary Treasurer Alan Rice.

Health Promoting Schools

Regulations for Extra Curricular Field Studies and Trips

District Assessment

Volunteers

7. ADJOURNMENT

The meeting adjourned at 12:24 p.m.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)

POLICY

SCHOLARSHIP AND AWARDS

SECTION 3.18

A. LOCAL SCHOLARSHIPS/AWARDS

Each high school Principal shall present local Scholarships/Bursaries/Awards as available to qualifying students. Criteria shall be determined through consultation with the individual school and sponsoring organization.

The Principal shall be responsible for the distribution of this information to his/her students each spring and for final approval of scholarship/award decisions as per the process determined by each school.

B. PROVINCIAL DISTRICT/AUTHORITY SCHOLARSHIPS

The Board of Education participates in Provincial District/Authority Scholarships. This scholarship program acknowledges excellence in a variety of learning fields and potential post-secondary options.

The Board of Education shall annually establish a Provincial District/Authority Scholarship Committee consisting of Board Office staff and/or Trustees.

The District shall provide such reports as the Ministry of Education requires through the Superintendent's office.



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - STUDENT SERVICES MEETING**

**September 28, 2020, 10:30 a.m.
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee McPhee
Co-Chair Damstrom
Trustee Johns
Trustee Kitt

Board/District Staff in Attendance: Chairperson Lento
Trustee Ayling
Trustee Bellina (by Zoom)
Trustee Turner
Trustee Whalen
Superintendent, S. Yardley (in at 10:46)
Secretary Treasurer, A. Rice
Director of Student Learning/Aboriginal Education, J. Tichauer
Director of Student Learning/Innovation, D. Casault
District Principal/Student Services, D. Verbeurgt
District Principal/Transformative Learning, J. Roberts (by Zoom)
Executive Assistant, J. Nixon (Recorder)

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The Special Education Student Services meeting of September 28, 2020 was called to order at 10:35 a.m. by Co-Chair McPhee.

1.2 Approval of the Agenda

M/S that the agenda for the Special Education Student Services Meeting of September 28, 2020 be approved as amended

Additions: **2.3 Special Education Audit Results**

1.3 Approval of the Minutes

M/S that the minutes of the Special Education Student Services meeting of February 24, 2020 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Social Emotional Learning Centre (“SELC”) in COVID

District Principal Darcy Verbeurgt gave a brief update of the operations of the Social Emotional Learning Centre (“SELC”) during the COVID pandemic.

Due to COVID protocols, the transportation of elementary students from the schools in Cranbrook to the SELC is not possible. The teacher of the SELC has therefore been assigned to one Learning Group at Highlands Elementary where she is working with the group on Social Emotional Learning. This is expected to be a nine-week program and upon completion the teacher will move to another elementary school in Cranbrook to work with a new Learning Group.

Criteria for evaluation of the program was discussed at the meeting. Mr. Verbeurgt explained that only one of the intended three cohorts completed the program at the SELC due to the pandemic. He also explained that he will provide anecdotal notes for the Board of Education to assist in the evaluation of the program in 2019-2020. Mr. Verbeurgt also explained that he is researching a variety of tools for rating the program.

He also gave an update of staffing for the SELC. The Youth Care Worker and Educational Assistant positions have been reposted.

Trustee Kitt asked how Mr. Verbeurgt was assessing where the SELC teacher would go after the nine-week session at Highlands. Mr. Verbeurgt explained that he will monitor Cranbrook elementary schools to see where the program is needed and will also discuss this with the Principals and Vice Principals.

Trustee Johns suggested it was necessary for Director of Student Learning, Diane Casault and Mr. Verbeurgt to come back to the Student Services Committee with a new proposal as the previous proposal did not account for the COVID pandemic. He felt it was necessary to have a new proposal for the Board of Education to review for resources to be adequately allocated and to make sure the program is monitored. The Board of Education understands that quantitative results are not available, but they need to see the qualitative results.

Mrs. Casault and Mr. Verbeurgt will bring forth a formal proposal for the SELC to the next Student Services Committee meeting. They will also provide the qualitative data that has been gathered on the SELC.

Co-chair McPhee expressed that the Trustees were unable to visit the SELC as scheduled earlier in the year due to the pandemic. He also stated that they will not be able to visit soon, however they will look forward to scheduling a visit when it is safe to do so.

2.2 Inclusive Education Working Group

Superintendent Yardley explained that the Inclusive Education Working Group (“Working Group”) had not met since February due to COVID.

The Student Services Teacher role was examined by the Working Group in February and proposed changes were discussed. There is a preliminary meeting with Mrs. Yardley, Human Resources and the CFTA to review the Student Teacher

role in School District 5. This meeting is scheduled for October and Mrs. Yardley will report back to the Student Services Committee on the outcome of this meeting.

There are continued challenges for the Working Group to meet due to lack of coverage for staff. The membership of the Working Group includes a broad selection of staff from School District 5. School District 5 is extremely short on TTOC's and meeting during instructional time requires TTOC coverage. The timeline for the continuation of meetings of the Working Group is uncertain at this point.

Co-Chair McPhee thanked Mrs. Yardley for the efforts put forth and acknowledged that the Working Group was facing challenges due to lack of replacement staff for all positions in the district.

2.3 Special Education Audit Results

Trustee Johns requested results and feedback from the Special Education audit that occurred in School District 5 (Southeast Kootenay) in February. He expressed the importance of being informed if there is a need to increase funding to offset the discrepancies because of the audit.

Co-Chair McPhee asked that a report back to the Student Services Committee be given at the October meeting by Secretary Treasurer Rice.

3. DELEGATIONS/PRESENTATIONS

No delegations or presentations

4. REPORTS

No reports

5. NEW BUSINESS

5.1 What are our itinerants' plans for service to students during the pandemic?

Mr. Verbeurgt reviewed and discussed the measures taken by itinerants to ensure all students receive the supports needed. He explained that they employed a variety of procedures and remote services that allowed itinerants to connect with students, parents and schools through Stages 3 and 4.

He suggested one area that needed improvement was the transitioning of students from Grade 6 to 7 (elementary to middle school). Many of the students that would have had pre-transitioning to the middle schools missed the meaningful connections gained by the pre-transition program.

Mr. Verbeurgt discussed the challenges of providing services from outside of the Learning Groups (all itinerant staff are considered out of the Learning Groups) therefore their procedures and safety measures must be followed as outlined in the

School District 5 COVID Safety Protocol documents. Safety measures include social distancing, portable clear barriers for desktop work, masks, masks with clear windows and virtual meetings when possible. School Psychologists can perform their work with iPads and report virtually to parents. Speech Language Pathologists conduct therapy both virtually and in person using barriers. The Behaviour Resource Teacher is working with school teams instead of working with individual students.

Trustee Kitt asked how children were responding to this and Mr. Verbeurgt assured that the children are adapting to the changes. Children on the Autism Spectrum are facing the most challenges with the COVID protocols.

5.2 SLP update

Mr. Verbeurgt reviewed the status of Speech Language Pathologists in School District 5. He briefly discussed how the time for Speech Language Pathologists and Speech Language Assistants are allocated to each school. He explained that in May and June, the quantitative data collected in 2019-2020 was studied. The data included, but was not limited to, the number of pre-registered Kindergarten students, number of students on the Autism Spectrum, school referral rates and the current demand and load. This information was used to determine allocation of time for the 2020/2021 academic year.

Travelling with positions in more than one community have been reduced for this school year apart from Speech Language Assistants who are required to travel between communities. This travel has been compensated with an increase of 30 minutes daily.

Co-Chair McPhee asked that Mr. Verbeurgt and Mrs. Casault prepare a concise document to answer the public's general questions about how we are ensuring that all students' needs are being addressed during COVID. This document will be available to all Trustees at the next Student Services Committee meeting.

5.3 Staff updates (vacant positions)

There are currently two positions (Youth Care Worker and Educational Assistant) posted for the Social Emotional Learning Centre.

A Behaviour Support Teacher is posted for the Elk Valley (located in Fernie). While this position is in the posting process, Megan Stasuik continues to work outreach in the Elk Valley.

The School Psychologist position was filled with a term position after four rounds of posting. The difficulty with filling this position continues to be finding an individual with a teaching degree and a masters in School Psychology.

Trustee Johns asked which institutions offer the masters-level program and queried where most school psychologists are working. Mr. Verbeurgt advised that University of BC, University of Victoria, University of Calgary, University of Alberta and Simon Fraser University all have the masters-level program however private business tends to attract these graduates.

Trustee Turner asked if the postings for positions go out to the universities that offer the masters level programs. Mr. Verbeurgt assured the Trustees that all postings go out to universities through Make a Future.

6. RECOMMENDED ACTIONS – APPENDIX A

Chairperson Lento explained the purpose of Recommended Actions on the Student Services Committee agenda. These actions remain as Recommended Actions until they become regular agenda items.

6.1 Prevalence Model Funding (letter)

The Prevalence Model Funding letter will be moved to Business Arising when ready for decision making.

6.2 Shelley Moore series

2019-2020 Elementary Evaluation Summary

2020-2021 Proposed Middle Secondary Format

6.3 Trauma Informed Practice/Counselling

7. CORRESPONDENCE

8. ADJOURNMENT

The meeting was adjourned at 11:24 a.m.



**The Board of Education of
School District No.5 (Southeast Kootenay)**

MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)

**September 28, 2020 12:30 p.m.
Cranbrook Board Office**

Committee Members in
Attendance:

Trustee Kitt (Co-chair)
Trustee Johns (Co-chair)
Trustee Bellina – by zoom
Trustee Damstrom

Board/District Staff in
Attendance:

Trustee Ayling
Chair Lento
Trustee McPhee
Trustee Turner
Trustee Whalen
Superintendent, S. Yardley
Secretary Treasurer, A. Rice
Director of Instruction/Human Resources, B. Reimer
Director of Student Learning/Aboriginal Education, J. Tichauer
Director of Student Learning and Innovation, D. Casault
District Principal/Technology, Jennifer Roberts – by zoom
District Principal/Student Services, D. Verbeurgt
Sandy Gronlund, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The public Finance/Operations/Personnel Committee meeting of September 28, 2020 was called to order at 12:36 p.m. by Co-chair Trustee Kitt.

1.2 Approval of the Agenda

M/S that the agenda of the public Finance/Operations/Personnel Committee meeting of September 28, 2020 be approved as circulated.

1.3 Approval of the Minutes

M/S that the minutes of the public Finance/Operations/Personnel Committee meeting of February 24, 2020 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Budget 2020-21

No updates to report.

3. DELEGATIONS/PRESENTATIONS (10 min max)

4. REPORTS

4.1 Stage 2 Restart Protocol Update - Secretary Treasurer

Secretary Treasurer reported that it has been a very challenging first few weeks of the school year. He thanked everyone in the district for their work during this trying time.

- There have been last minute absences with custodial that we have had to contract out in order to fill the absence.
- Classroom configurations are set up so students are not facing each other.
- Pharmasave has offered to administer flu shots to the Board office staff again this year. They will need a larger space in order to follow Covid protocols so they will set up on our bus shop. Secretary Treasurer Rice would like to look at whether they will help us out in the schools for staff also.
- The new committee that was brought together to work on allocating the federal funds we have received, will meet tomorrow. The committee members are from the health and safety team as there was representatives from each of our stakeholders. Chris Kielpinski will also be joining the new committee as a teacher representative.
- There is a decrease in enrolment in the district in comparison of what we budgeted for. Our final student count is September 30th. We must be ready and have supports in place for when students come back in October or November.
- The list of Covid-19 symptoms we are following is very long. There is a list of key symptoms now to guide us in what to do if we have a symptom and give us more clarity. The information and guidance we receive come from the Public Health officer and the Ministry of Education.
- Superintendent Yardley shared the discussion she had with the superintendent at SD6 regarding the Covid-19 case reposted in their district recently and shared step by step of everything asked of them by interior health, which was very helpful. The one area she saw we could improve on to be ready is recording who rode our busses. Beginning this week each bus driver will have a checklist where they will check off who was on their bus after each run.

4.2 Stage 2 Restart Protocol Update - Superintendent

We have now been in school for three weeks and Superintendent Yardley feels things have gone relatively smooth. It is great to have students back in school. There has been some great sharing on the school district Facebook page.

- There have been a few parent concerns regarding our start up that we are addressing.
- Our safety protocols are very strong.
- Schools are currently updating Covid-19 plans from August 26th with the new information from the Ministry of Education. We are learning more on how Covid-19 effects people, so our plans are ever changing.

- Superintendent Yardley and Secretary Treasurer Rice met with the principals and vice-principals last week and reviewed the steps required for them to take when/if we get a Covid-19 case reported in the schools. We learned a lot from SD6 as to what information we will need to have ready for interior health once a case is reported.
- The principals and vice-principals will be reviewing their school plans and look at making some changes. Any changes to their school plans will be reviewed by Superintendent Yardley and Secretary Treasurer Rice. We will be reviewing the health and safety documents again with the principals and vice-principals.
- With students and staff settling in the focus is now on learning. October 23rd is the first Principal/Vice-Principal day and we will be looking at learning plans and professional learning for the teachers.

5. NEW BUSINESS

5.1 Enrolment Update

Secretary Treasurer Rice reported that typically on September 28th we would have fairly solid numbers of students registered. The principals have been asked to follow up with parents of students that are now registered but have asked to have a spot in our schools saved. We budgeted for 5700 students for this September 30th and we are down approximately 200 students.

Superintendent Yardley reported that 200 is not as large a number as she thought we would be down. We know some students are on vacation, some homeschooled and a small amount we have had not been able to contact. The Ministry of Education is asking that we track these students and if they register in our district for October or November, they will look at funding them for the year.

5.2 Select Standing Committee Report

Trustee Johns reviewed the k-12 portion of the Select Standing Committee report on the budget 2021 consultation that he presented to. We had input on the capital funding recommendation and the students with special needs recommendation.

5.3 Flashing Speed Zone Lights Update (Steeple Elementary and Amy Woodland Elementary)

Secretary Treasurer Rice informed the Board that speed zone lights have now been installed at Amy Woodland Elementary school and will be installed early October at Steeple Elementary school.

6. RECOMMENDED ACTIONS - APPENDIX A

6.1 School Site Land Acquisition Letter

Chair Lento reported that this letter is currently in draft form.

RECOMMENDATION A

M/S that the Board refer the draft letter addressed to BCSTA regarding school site land acquisition to the October Board meeting.

6.2 District Occupational Health and Safety Advisory

The February 4, 2020 minutes of the last District Occupational Health and Safety Advisory committee meeting of February 4, 2020 are attached to the agenda for information.

6.3 Elk Valley/South Country Bussing Review

6.4 Innes Avenue Development

6.5 Staff Travel Summary

6.6 Information re: Temperature Checks in Schools

7. ITEMS FOR INFORMATION

7.1 District Occupational Health and Safety Committee Minutes

7.2 Finance Report

7.3 City of Cranbrook Letter re: Innes Ave Proposed Development

Further information:

Shelley Balfour, CFTA president thanked our district for their work on safety in the schools. The FSA testing has been postponed to early in the New year.

Trustee Damstrom reported speaking with the Ministry of Transportation regarding a safe crossing for students on Hwy 3 in Jaffray. Sandy Gronlund will look for documentation with the Ministry of Transportation regarding the crossings in Jaffray and lowering the speed limit.

Chair Lento reported that the crossing at Hwy 3 and 13th Street in Fernie has been an ongoing issue. The Board has pursued the safety of this crossing to no avail. Sandy Gronlund will gather information and forward to the next public committee meeting.

8. ADJOURNMENT

The public Finance/Operations/Personnel Committee meeting of September 28, 2020 adjourned at 1:23 p.m.

Operating Budget by Program

G.L. Period Range: 202101 End Date: JULY 31, 2020 To 202104 End Date: OCTOBER 31, 2020

Program	Current	Year to Date	Budget	Balance	Percent
1 Instruction					
Program 02 Regular Instruction	33,105.14	5,418,560.01	34,164,543	28,745,989	84.14
Program 03 Career Preparation	0.00	3,768.79	179,609	175,840	97.90
Program 07 Library Services	371.82	53,192.01	1,205,638	1,152,446	95.59
Program 08 Counselling	0.00	71.46	1,214,011	1,213,940	99.99
Program 10 Special Education	204.61	555,738.92	12,557,080	12,001,341	95.57
Program 30 English Language Learning	0.00	3,002.01	155,700	152,698	98.07
Program 31 Aboriginal Education	16,948.33	158,978.69	1,940,933	1,781,952	91.81
Program 41 Administration	200.22	168,211.04	5,109,019	4,940,808	96.71
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Total For 1 Instruction	50,830.12	6,361,522.93	56,526,533	50,165,014	88.75
4 District Administration					
Program 11 Educational Administration	0.00	119,321.50	565,842	446,522	78.91
Program 40 School District Govt	581.55	78,184.99	257,783	179,596	69.67
Program 41 Administration	0.00	320,701.70	1,643,052	1,322,351	80.48
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Total For 4 District Administration	581.55	518,208.19	2,466,677	1,948,469	78.99
5 Operations & Maintenance					
Program 41 Administration	3,290.80	213,230.94	606,207	392,974	64.83
Program 50 Maintenance Operations	4,074.62	1,174,139.06	5,155,400	3,981,262	77.23
Program 52 Maintenance Of Grounds	0.00	33,738.50	384,341	350,603	91.22
Program 56 Utilities	0.00	153,519.16	1,285,000	1,131,482	88.05
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Total For 5 Operations & Maintenance	7,365.42	1,574,627.66	7,430,948	5,856,321	78.81
7 Transportation & Housing					
Program 41 Administration	0.00	15,987.65	73,309	57,321	78.19
Program 70 Student Transportation	982.57	215,312.48	1,915,436	1,700,124	88.76
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Total For 7 Transportation & Housing	982.57	231,300.13	1,988,745	1,757,445	88.37
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Grand Total	59,759.66	8,685,658.91	68,412,903	59,727,249	87.30



September 23, 2020

Ref: 236701

To: Secretary-Treasurer and Superintendent
School District No. 5 (Southeast Kootenay)

Capital Plan Bylaw No. 2020/21-CPSD05-02

Re: Amended Ministry Response to the Annual Five-Year Capital Plan Submission for 2020/21

This is an amendment to the letter sent on March 5, 2020 (Ref: 218161) in response to your School District's 2020/21 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to June 30, 2019, and provides direction for advancing supported and approved capital projects. **Please see all bolded sections below for information.**

This amendment changes your CNCP project approvals as reflected in the MINOR CAPITAL PROJECTS table below. The change is due to additional CNCP funds being provided as supplementary funding associated with electric bus/charging station infrastructure.

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

Below you will see the major capital projects supported to proceed with Concept Plans* as well as minor capital projects from the Ministry's 2020/21 annual capital programs that are approved for funding and are able to proceed to procurement.

*Concept Plan approval is a new step required before a Project Definition Report (PDR) will be supported. Your respective Regional Director or Planning Officer will provide you with more information if you have major capital projects supported to proceed to a Concept Plan.

.../2

Ministry of
Education

Capital Management Branch
Resource Management Division

Mailing Address:
PO Box 9151 Stn Prov Govt
Victoria BC V8W 9H1

Location:
5th Floor, 620 Superior St
Victoria BC V8V 1V2

MAJOR CAPITAL PROJECTS (SMP, EXP)

New Projects

Project #	Project Name	Project Type	Next Steps
128086	Fernie Area Site	Site Acquisition	Provide draft business case by September 30, 2020

Note: Follow-up meetings will be scheduled by your respective Regional Director or Planning Officer to confirm scope, schedule, and budget details and the terms of project approval for the projects listed above including steps regarding the preparation of the PDR. Also note that Capital Project Funding Agreements (CPFA) are not issued until after PDRs and all other required supporting documentation is received, reviewed and approved for funding by the Ministry.

Projects in Development from Previous Years

Project #	Project Name	Project Type
127790	Isabella Dicken Elementary	Addition

Note: If you do not see your major capital project(s) listed in the table(s) above the Ministry does not support the development of a concept plan or business case.

MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)

New projects for SEP, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Elkford Elementary Secondary	SEP - Building Enclosure Upgrades - Roof replacement	\$400,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
Mount Baker Secondary	SEP - Electrical Upgrades - Electrical System upgrades	\$150,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
Mount Baker Secondary	SEP - Mechanical Upgrades - Mechanical System upgrades	\$860,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
TBD	CNCP - Electric Bus/Charging Station Infrastructure	\$65,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.

New projects for BUS

Existing Bus Fleet #	New Bus Type	Amount Funded by Ministry	Next Steps & Timing
New Request	D (80+RE) with 0 wheelchair spaces	\$177,903	Proceed to ordering the school bus(es) between March 4, 2020 and May 4, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbcc.org

Note: An amended Annual Programs Funding Agreement (APFA) accompanies this amended Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2020/21 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Plan Bylaw No. provided at the beginning of this document) for its approved 2020/21 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The new Capital Bylaw and the amended APFA must be signed, dated and emailed to Ministry Planning Officer Ravnit Aujla at Ravnit.Aujla@gov.bc.ca as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2020/21 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2021/22 Annual Five-Year Capital Plan submission process (with supplementary intake spreadsheets) will be provided within the next few weeks. These plans are to be submitted to the Ministry no later than June 30, 2020.

Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any questions regarding this amended Capital Plan Response Letter or the Ministry’s capital plan process.

Sincerely,



Joel Palmer, Executive Director
Capital Management Branch

pc: Capital Management Branch

ANNUAL PROGRAMS FUNDING AGREEMENT

This amended Annual Programs Funding Agreement dated for reference the 16th day of September 2020, is in effect for the 2020/21 fiscal year period of April 1, 2020 to March 31, 2021.

BETWEEN: Her Majesty the Queen in Right of the Province of British Columbia, represented by the Minister of Education (the "Ministry")

OF THE FIRST PART

AND: the Board of Education of School District No. 5 (Southeast Kootenay) (the "Board")

OF THE SECOND PART.

The parties agree as follows:

1. DEFINITIONS

1.01 In this Agreement, unless the context otherwise requires:

"Agreement" means the Annual Programs Funding Agreement;

"Board" or "Board of Education" means a board of school trustees constituted under the *School Act* [RSBC 1996] c. 412 and any person designated by the Board to act with respect to a provision of this Agreement;

"Business Day" means a day, other than a Saturday or Sunday or Statutory Holiday, on which Provincial government offices are open for normal business in British Columbia;

"Capital Funding Grant" means a funding grant authorized by the Minister of Finance in accordance with section 56.1 of the *Financial Administration Act* [RSBC1996] c. 138;

"Certificate of Approval" means the Certificate of Approval described in paragraph 3.04;

"Eligible Expenditure(s)" means those expenditure(s) areas more particularly described in paragraph 3.01;

"Event of Force Majeure" means invasion, rebellion, hostilities, sabotage, government regulations or controls, acts of God, strikes, lockouts or labour disputes that are a major disabling event or circumstance in relation to the normal operations of the party concerned as a whole that is beyond the reasonable control of the party directly affected and results in a material delay, interruption or failure by such party in carrying out its duties, covenants or obligations under this Agreement;

"Minister" means the Minister of Education, and includes the Deputy Minister of Education and any person designated by either of them to act with respect to a provision of this Agreement;

"Ministry" means the Ministry of Education of the Province of British Columbia;

"Project" means the project(s) described in paragraph 3.01;

"Schools Protection Program" means the risk management program administered and delivered by the Risk Management Branch of the Ministry of Finance in conjunction with the Ministry of Education, and includes the "Schools Protection Program Reference Manual" and all amendments and updates to the program and manual;

"Treasury Board" means the Treasury Board established under the *Financial Administration Act* [RSBC 1996] c. 138.

2. SCHEDULES

2.01 The following Schedule(s) form an integral part of this Annual Programs Funding Agreement:

- A. Communications Protocol Agreement on Capital Projects between the Ministry of Education and School Districts

3. PROVINCIAL FUNDING CONTRIBUTIONS AND OBLIGATIONS

3.01 The Ministry will provide to the Board capital funding to be used for the purposes of the following Project:

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Elkford Elementary Secondary	SEP - Building Enclosure Upgrades - Roof replacement	\$400,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
Mount Baker Secondary	SEP - Electrical Upgrades - Electrical System upgrades	\$150,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
Mount Baker Secondary	SEP - Mechanical Upgrades - Mechanical System upgrades	\$860,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
TBD	CNCP - Electric Bus/Charging Station Infrastructure	\$65,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.

Existing Bus Fleet #	New Bus Type	Amount Funded by Ministry	Next Steps & Timing
New Request	D (80+RE) with 0 wheelchair spaces	\$177,903	Proceed to ordering the school bus(es) between March 4, 2020 and May 4, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbc.org

- 3.02 The Ministry will, in no event, provide more than the amount listed above.
- 3.03 The Ministry will provide the capital funding in paragraph 3.01 in the form of a Capital Funding Grant.
- 3.04 Payment of a Capital Funding Grant is subject to the Ministry issuing a Certificate of Approval for the Project in paragraph 3.01 in accordance with Treasury Board policies and directives and to the following conditions:
- a) in no case may the Board make a draw against funds available under a Certificate of Approval, unless the draw is reimbursement for Eligible Expenditure(s) properly incurred by the Board in connection with the Project;
 - b) the Ministry may modify or withhold a Capital Funding Grant and applicable Certificate of Approval, or any portion thereof, in the event the Board fails to observe, perform and comply with any provision of this Agreement or if, in the opinion of the Ministry, there has been a material change in the Project;
 - c) the Board will comply with all applicable policies and directives of the Treasury Board respecting Capital Funding Grants.
- 3.05 Notwithstanding any other provision of this Agreement, the payment of funds by the Ministry to the Board, pursuant to this Agreement, is subject to the provisions of the *Financial Administration Act* ("the Act"), which makes that payment obligation subject to:
- a) there being sufficient monies available in an appropriation, as defined in the Act, to enable the Ministry, in any fiscal year or part thereof when any payment of money by the Ministry to the Board falls due pursuant to this Agreement, to make that payment;

- b) Treasury Board, as defined in the Act, not having controlled or limited, pursuant to the Act, expenditure(s) under any appropriation referred to in this subparagraph a).

4. BOARD OBLIGATIONS

4.01 The Board will:

- a) carry out the Project in a manner that ensures:
 - i) delivery within budget;
 - ii) completion by March 31, 2021;
 - iii) scope details are fully met upon completion;
 - iv) accrued cost-savings realized from completed capital projects as approved in this Agreement are reported to the Ministry and transferred into the school district's Minister-Restricted Capital account, unless otherwise agreed to in writing by the Ministry.
- b) comply with all policies and best practices related to Capital Project Procurement, as documented in the Capital Asset Management Framework and Capital Procurement Checklist published by the Ministry of Finance;
- c) procure the Project in accordance with the Capital Asset Management Framework;
- d) include in any contracts all standard insurance and indemnification clauses required by the Schools Protection Program;
- e) all communication related to the Capital Project conforms to the "Communications Protocol Agreement on Capital Projects between the Ministry of Education and School Districts" (provided as Schedule A). Note this protocol may be amended from time to time by the Ministry, with the most current version of the protocol being used.

4.02 Provide written notice to the Ministry of Education immediately upon completion of each Project. (Note: the Ministry will be following up with school districts regarding delayed and/or incomplete projects in early January, at which time the Ministry may choose to reallocate associated funds depending on the status of the Project).

4.03 At the request of the Ministry, prepare additional reports relating to the Project.

4.04 Notify the Ministry immediately, in writing, should any Event of Force Majeure arise that could materially affect the scope, costs or schedule of the Project.

4.05 Indemnify and save harmless the Province of British Columbia and its employees and agents from and against any losses, claims, damages, actions, causes of action, costs and expenses that the Province of British Columbia or any of its employees or agents may sustain, incur, suffer or be put to at any time, either before or after this agreement ends, which are based upon, arise out of or occur, directly or indirectly, by reason of, any act or

omission by the Board or by any of its agents, employees, officers, directors, or contractors with respect to the Project.

- 4.06 Purchase school buses through the Request for Standing Offer (RFSO) portal available through the Association of School Transportation Services of BC (ASTSBC).
- 4.07 Reserve two (2) percent of the Total Funding amount provided under the Bus Acquisition Program in paragraph 3.01 as fee payment for ASTSBC's administration services. The ASTSBC will invoice the Board once buses have been ordered. This fee is included in the Capital Funding Grant and is not an additional cost to the Board.

5. EVENT OF FORCE MAJEURE

5.01 In the Event of Force Majeure:

- a) the Board will immediately notify the Ministry, in writing, describing the Event of Force Majeure.
- b) within five (5) Business Days of being notified of the Event of Force Majeure, the Ministry will communicate with the Board to explore what steps are to be taken to mitigate the Event of Force Majeure, determine an appropriate course of action, and establish an estimated cost related to the Event of Force Majeure.
- c) the course of action must be agreed to by the Ministry and the Board.
- d) either party may request the assistance of an independent cost consultant appointed by mutual agreement of the parties.
- e) the Ministry will not approve any expenditure(s) incurred prior to the agreed course of action unless the costs were demonstrably incurred for the preservation of life and/or safety.

6. PUBLIC ANNOUNCEMENTS

- 6.01 Any public announcement relating to the Project will be in accordance with the "Communications Protocol Agreement on Capital Projects between the Ministry of Education and School Districts" (provided as Schedule A).

7. NOTICE

- 7.01 Any notice or communication required or permitted to be given under this Agreement will be in writing and will be considered to have been sufficiently given if delivered by hand or electronic transmission to the physical address or electronic mail address of each party set out below:
 - a) if to the Board:
School District No. 5 (Southeast Kootenay)

940 Industrial Rd #1, Cranbrook, BC V1C 4C6
Attention: Alan Rice, Secretary-Treasurer
Email: alan.rice@sd5.bc.ca

b) if to the Ministry:

Ministry of Education
PO Box 9151 Stn Prov Govt, Victoria, BC, V8W 9H1
Attention: Ravnit Aujla
Email: Ravnit.Aujla@gov.bc.ca

7.02 Any such notice or communication will be considered to have been received:

- a) if delivered by hand during business hours (and in any event, at or before 4:00pm local time in the place of receipt) on a Business Day, upon receipt by a responsible representative of the receiver, and if not delivered during business hours, upon the commencement of business hours on the next Business Day;
- b) if sent by electronic transmission during business hours (and in any event, at or before 4:00pm local time in the place of receipt) on a Business Day, upon receipt by a responsible representative of the receiver, and if not delivered during business hours, upon the commencement of business hours on the next Business Day, provided that:
 - i) the receiving party has, by electronic transmission or by hand delivery, acknowledged to the notifying party that it has received such notice; or
 - ii) within twenty-four (24) hours after sending the notice, the notifying party has also sent a copy of such notice to the receiving party by hand delivery.

7.03 Delivery by mail will not be considered timely notice under this Agreement.

7.04 In the event a contact name changes for either the Ministry or for the Board, then parties must be notified within five (5) Business Days.

2020/21 Annual Programs Funding Agreement for School District No. 5 (Southeast Kootenay)

IN WITNESS WHEREOF the parties have executed this Agreement, in duplicate, as of the day and year first above written.

SIGNED on behalf of Her Majesty the Queen)
in Right of the Province of British Columbia)
by a duly authorized designate of the)
Minister of Education)

Authorized Signatory (For the Minister of Education)

Name (Print)

Title

Date Signed (Month/Day/Year)

SIGNED on behalf of **the Board**)
of Education of School District)
No. 5 (Southeast Kootenay) by its duly)
authorized signatories)

Signatory (Secretary Treasurer)

Name (Print)

Date Signed (Month/Day/Year)

SCHEDULE A

**COMMUNICATIONS PROTOCOL AGREEMENT ON CAPITAL PROJECTS BETWEEN THE
MINISTRY OF EDUCATION AND SCHOOL DISTRICTS**

PROJECT AGREEMENT STAGE

News Release

After the Minister or designate signs a funding agreement with the school district for a capital project the Ministry of Education may issue a news release. In all such news releases, the school district may have a quote from a designated representative.

Signage

All construction projects approved in the Ministry of Education's Capital Plan must be identified by a construction sign prominently displayed at the site. Signs must conform to Government of B.C.'s Infrastructure Sign Specifications and be produced by Government Communications and Public Engagement (GCPE) graphics department. In addition to the BC logo, school districts and other funding partners will be identified with their logos on signage. They are to be installed as soon as possible after announcement of the project, and amended to include the amount of investment and date of completion after award of the construction contract and preferably before the start of work. The signs are to remain on the site until the work is completed and after any completion ceremonies where applicable. A digital picture of the sign is to be sent to GCPE after it has been installed. Cost of the sign is to be funded from the approved construction budget. School districts are responsible for installing the signs. Sign design and installation steps are included in the Ministry of Education's School Construction Project Sign Protocol.

GROUNDBREAKING STAGE

Public Announcements, Official Events or Ceremonies

An official ceremony may be held to commemorate the ground-breaking for a project. No public announcement of a project under this protocol shall be made by either party without the prior consent of the other party.

The Ministry of Education shall receive **at least four (4) weeks' notice** of any proposed public announcement or official ceremony related to the ground-breaking for a capital project. The Provincial Minister or designated representative shall participate in such announcements or ceremonies, to take place at a mutually agreed upon date and location.

The parties shall co-operate in the organization of announcements or ceremonies. Messages and public statements for such events should be mutually agreed upon.

News Release

On the day of a ground-breaking ceremony the Ministry of Education may issue a news release. In all such news releases, the school district may have a quote from a designated representative.

OFFICIAL OPENING STAGE

Public Announcements, Official Events or Ceremonies

2020/21 Annual Programs Funding Agreement for School District No. 5 (Southeast Kootenay)

A ceremony may be held to commemorate the official opening of a project. No public announcement of a project under this protocol shall be made by either party without the prior consent of the other party.

The Ministry of Education shall receive **at least six (6) weeks' notice** of any proposed public announcement or official ceremony related to the opening of a capital project. The Provincial Minister or designated representative shall participate in such announcements or ceremonies, to take place at a mutually agreed date and location.

The parties shall co-operate in the organization of announcements or ceremonies. Messages and public statements for such events should be mutually agreed upon.

News Release

On the day of an official opening ceremony, the Ministry of Education may issue a news release. In all such news releases, the school district may have a quote from a designated representative.

Plaques

The Ministry of Education may request the district provide and install, upon completion of major capital projects, a plaque bearing an appropriate inscription. The design, wording and specifications of such plaques must be approved by the Ministry of Education. Cost of the plaque is to be funded from the approved construction budget.

SCHOOL CONSTRUCTION PROJECT SIGN PROTOCOL

All construction projects approved in the Ministry of Education's Capital Plan must be identified by a construction sign prominently displayed at the site. Signs must conform to Government of B.C.'s Infrastructure Sign Specifications and be produced by Government Communications and Public Engagement (GCPE) graphics department. In addition to the BC logo, school districts and other funding partners will be identified with their logos on signage. Sign production must only be handled by Queens Printer.

Signs are to be installed as soon as possible after announcement of the project, and amended to include the amount of investment and date of completion after award of the construction contract and preferably before the start of work. The signs are to remain on the site until the work is completed and after any completion ceremonies where applicable.

A digital picture of the sign is to be sent to GCPE after it has been installed. Cost of the sign is to be funded from the approved construction budget. These are the standard small sign size: 1951 mm x 1220 mm (C035_u_1951x1220). The school districts are responsible for installing the signs.

The steps from design to installation are as follows:

1. Project is announced;

2020/21 Annual Programs Funding Agreement for School District No. 5 (Southeast Kootenay)

2. Government Communications and Public Engagement (GCPE) will have their graphics department create a construction sign;
3. The GCPE graphics department will create and send the approved file to Queens Printer for print production;
4. Queens Printer will notify GCPE when the sign is ready;
5. GCPE will notify the district when the sign is ready to be ordered and provide them with the online requisition form: <http://brokerage.qp.gov.bc.ca/submit-print/print-form.aspx> ;
6. The school district orders, pays and arranges for the sign to be installed. (signs are to be post mounted in a visible location);
7. District will notify GCPE when the sign is installed and send photo as confirmation.

SOUTHEAST KOOTENAY PATHWAYS TO LEARNING



Justin Harts Grade 9 PHE class at SSS

OCTOBER, 2020





School District 5 (Southeast Kootenay)

PATHWAYS TO LEARNING

Vision	Mission	Values
Students love to learn here, staff love to work here, families love to gather here	Our students will graduate with dignity, purpose and options	Respect, Vision, Fairness, Collaboration, Integrity, Inclusion

Engaging All Learners

Goal: To inspire all learning partners to create and contribute to an engaging, personalized educational experience for our learners.

- Provide a safe, supportive environment that fosters continued growth in a rapidly changing environment
- Honour all pathways to graduation
- Acknowledge deeper learning opportunities based on individual strengths and abilities

Advocacy

Goal: Advocate for specific needs in our District and for public education in general.

- Encourage governments to fully fund public education
- Advance the replacement of aging schools through Ministry and community partnerships
- Provide a forum for the development and celebration of innovative practices



Effective Communication

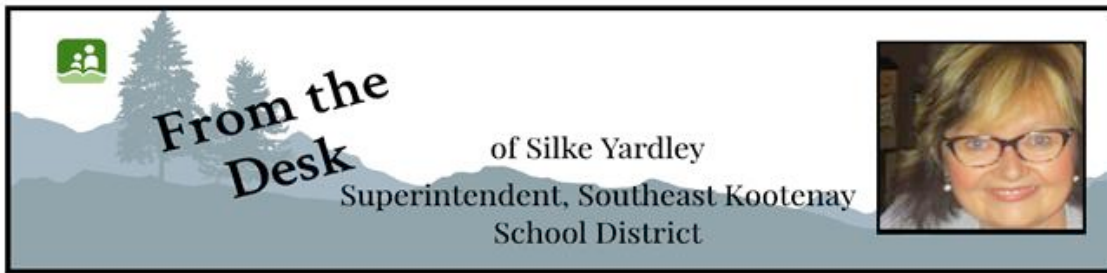
Goal: Continue to foster two-way, ethical communication between the District and all learners, students, staff, parents and community in a timely, concise and inclusive manner.

- Ensure information is current
- Provide user-friendly platforms
- Create opportunities for meaningful dialogue

Inclusive Partnerships

Goal: Cultivate opportunities for shared community awareness, engagement and resources to enhance student learning.

- Engage community participation in providing meaningful student learning opportunities
- Promote educational partnerships that enhance student learning and are beneficial to the community
- Advance active community engagement in real-world learning opportunities for students



It is hard to believe that we are already in October! This year has been a start-up like no other for students, parents, and staff. I wanted to thank you all for your support in ensuring our students came back to school safely. There have been many challenges to make this happen, and we are hearing great things from our schools that students are so happy to be back. While school may not be exactly the way it used to be, having our students back and learning with their teachers and support staff has been very positive. We are missing some of our students who are being home schooled and welcome them back when they are ready to return.

September is the month where we typically organize routines for our students, get to know each other and set the expectations for the year to come. There has been many new routines that staff and students have had to learn for the month of September. We could never have imagined implementing these routines a year ago. I continue to be impressed with how our staff and students are making the best of a unique and unprecedented situation.

Thank you to staff and parents who are sending us updates on the students through our [CBO email](#). Keep sending us the great examples of students learning in a variety of ways. Please follow us on [Facebook](#) for up to date information on the good things that are happening in SD5! We will continue to update our [district website](#) with current information.

I hope you had a wonderful Thanksgiving with your family and we look forward to what the fall and winter season may bring.

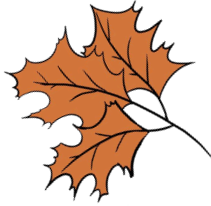
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Vision	Mission	Values
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Engaging All Learners

Mental Health Literacy Grant

We have recently hired our Mental Health Literacy trainer for the school year! We received word in the spring that the Ministry Grant for mental health initiatives was to continue for another year. This was very welcome news for us as our initiative to train all school staffs hit a roadblock last spring with the Pandemic. We are exploring virtual ways to keep this important work moving forward!



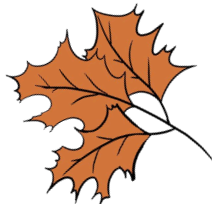
Student Services at Kootenay Learning Campus

With the increasing number of parents and students choosing our distributed learning option and enrolling with Kootenay Discovery School this year, we have hired a part time Student Services Teacher, Treena Stewart. Treena, along with the vice principal of KLC and district principal of student services have been meeting to plan how students with Inclusive Education Plans will be accommodated in the distributed learning environment. This is an exciting development for KDS students as we hire support staff to aid the learning process. More will be shared as the year develops – stay tuned.



Indigenous Support Counsellor

In addition to other supports put in place during the Pandemic, we have been able to create the role for and hire our Indigenous Support Counsellor! We are very excited for this student support/family liaison/agency facilitator position. It appears this is a very unique position in our province and we are very enthused to see what it can become!



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Engaging All Learners

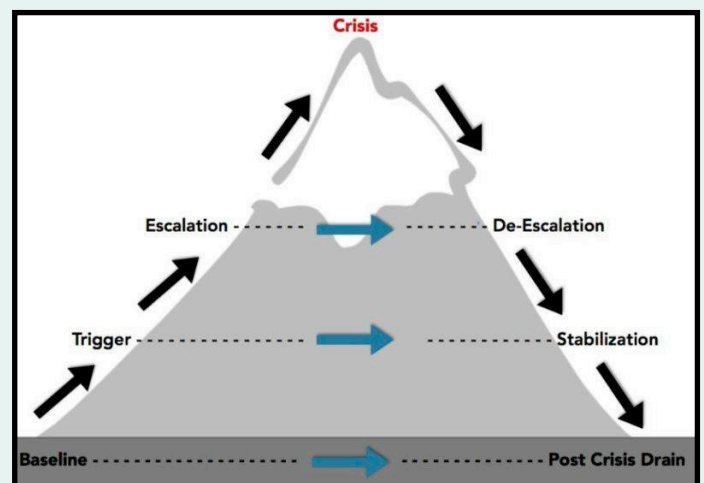
There are new things that the Transformative Team is offering this year in addition to many of the great computational thinking and design activities that students have worked with in the past. The Transformative Team is excited to work with you and will adhere to health and safety guidelines. The new and exciting items include:

- A new drone: A great addition to language arts, science and social studies projects.
- Make-Do Kits: design and build using these kid-friendly screws and tools.
- Lego Spike Kits: if your class has been to the Design Lab to do LEGO they'll love these new, next-level kits that can do even more than before.
- Make Code Arcade: dive deep into coding and create your own arcade games, then play it on a real console.
- GPS Units: let's get outside and find some geocaches!
- Climate Action Kits: Code, build and learn about technologies that can help the planet.

More info on these things and more can be found on the [Design Lab Page](#). Our Transformative Learning Teachers are Kim.Froehler@sd5.bc.ca in the Elk Valley and Ryan.Mckenzie@sd5.bc.ca in the Cranbrook area.

Professional Development – MANDT Recertification

Mandt training continues to be offered throughout the school year. The focus of the Mandt System is to build healthy relationships between all the stakeholders in human service settings in order to facilitate the development of an organizational culture. This culture then provides the emotional, psychological, and physical safety needed in order to teach new behaviors to replace the behaviours that are labeled “challenging”. Our staff will be completing their Relational Online Recertification tests over the next few months. We appreciate staff taking the time to get this done to maintain their certification.



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Engaging All Learners

On September 23, grade 10-12 students from Elkford Secondary School set off on an epic adventure to Island Lake in Fernie. Students hiked nearly 12 km with a 732-meter climb into the Lizard Range. Students truly accomplished something they did not think was possible and overcame the challenges in front of them. "This adventure, this challenge, this accomplishment, showed the resiliency, and grit that our young people have today."



School District 5 has purchased Sit Seats from the CBEEN [Outdoor Learning Store](#) for all students K-6 in place of carpet in the classroom!



StrongStart

Three of the four centres have now secured facilitators. Welcome back Jodi Parker (IDES); welcome Christine Watson (FJMES) and Kelly Fentie (AWES). SES – TBA. Due to Covid 19, StrongStart Centres are not operating as they once were.

We are planning for the safe return of our families. StrongStarts may look a little different this year as we try to find flexible solutions that best meet community need. Some options may include the following:

- Limiting the number of hours per day and/or days per week that the program is offered.
- Pre-registering families into the program.
- Limiting group sizes in consideration of the StrongStart BC program's maximum space capacity.
- Taking children and families outside for learning activities, including play and snack time.
- Continuation of outreach programs and story time.

Health and safety is our top priority. Parents can expect further information from their local StrongStart centre.



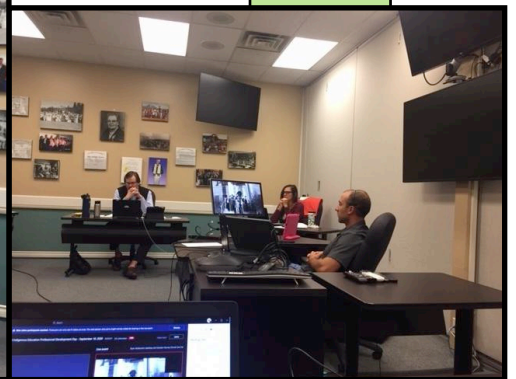
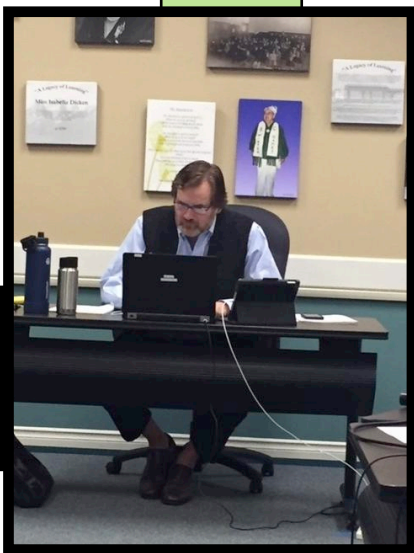
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Engaging All Learners



[School District 5 Professional Development Day Keynotes - September 18, 2020](#)

We were honoured and excited to have two recipients of The Order of Canada presenting at this year's district day. Sophie Pierre and The Honourable Senator Murray Sinclair. See the full keynote presentations here www.youtube.com.



Vision

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Mission

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Values

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Engaging All Learners

We are pleased to share that the EASE at Home online material, is now available for parents & caregivers. Please continue reading to learn more about EASE and how you can access EASE at Home online.



What is EASE?

EASE - Everyday Anxiety Strategies for Educators is a collection of school-based, evidence-informed, anxiety management and resilience-building resources for use by educators with B.C. students in grades K-7. EASE helps educators teach students strategies to address the thoughts, feelings and behaviours associated with anxiety, while also supporting social and emotional learning and mental health literacy of educators through a professional development course.

EASE was developed in 2019 by the B.C. Ministry of Children and Family Development (MCFD) in collaboration with Anxiety Canada and includes extensive feedback and insight from B.C. educators and experts in the field of childhood anxiety.



EASE at Home

Select EASE classroom lessons have been adapted for use by parents and caregivers to support children's mental health across home, school and community settings. EASE at Home activities are available as downloadable PDFs in both English and French.

It can be hard for adults to know what to say or do to ease a child's worries, especially during times of change and uncertainty. As the most important big people in their world, parents and caregivers can help children feel safer and soften the sharp edges of whatever is making their worries grow.

To help support learning across environments, several fun and practical EASE lessons have been adapted for use by parents and caregivers to help children manage worries and anxiety at home.

Access EASE at Home:

<https://healthymindsbc.gov.bc.ca/ease-at-home/>

English Language Learners

School District 5, Southeast Kootenay welcomes 69 English language learners for the 2020/2021 academic year. These are students whose primary language is not English. Patricia Michael continues as our ELL Teacher for the District along with Sarah Langford in the Elk Valley.



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Engaging All Learners



CHEQ

Our schools are once again participating in the Childhood Experiences questionnaire and we thank all K parents who are or have taken the time to complete the survey. The CHEQ is an innovative way to capture and report on children's experiences in their early environments. The CHEQ focuses on experiences in specific areas of development that are strongly linked to children's health and well-being, education and social outcomes. Information reported by parents and caregivers on the CHEQ helps communities understand how to support children and families prior to kindergarten; it also helps schools with individual, classroom and school level planning.

For more information on CHEQ please refer to the following: <http://earlylearning.ubc.ca/cheq/>

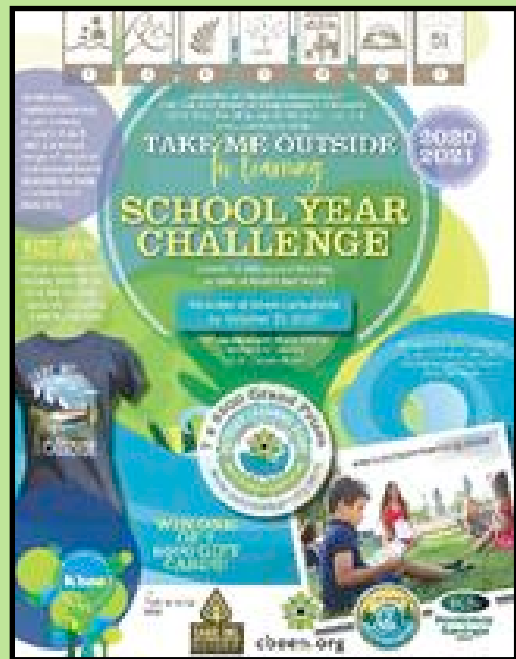
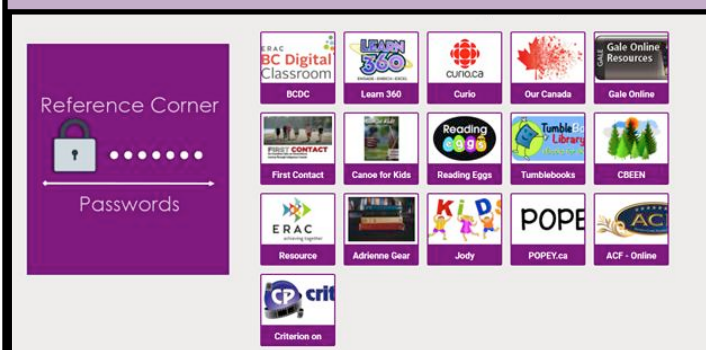
We are pleased to report that over 70 teachers have become CBEEN members in September! [Join CBEEN](#) here! There are many benefits of becoming a CBEEN member including tons of resources for teaching outdoors during a pandemic. If you need funding assistance to become a new member, email [Jennifer Roberts](#). We want to make it possible for everyone to take advantage of the benefits!

Our goal is to have 100% participation in the Take Me Outside School Year Challenge! This is very important to School District 5 as it is a great way to collect data on place conscious learning participation. [Sign up](#) here!

We are encouraging all K-12 Teachers to join BC's hub of environmental educators [EKEEPSA](#) (East Kootenay Environmental Education Provincial Specialist Association of the BCTF). Funding assistance may be available.

Please remember to send photos of your students learning outdoors to [Jane Nixon](#).

The Resource Centre is up and running!! Check out the resources! For information, please contact District Librarian, [Maxine Malmberg](#).



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ADVOCACY

Social Emotional Learning Centre Update

The Social Emotional Learning Centre (SEL) is looking a little different this school year. Due to COVID protocols, the transportation of elementary students from the schools in Cranbrook to the SELC is not possible. The SELC teacher Tanya Meijer, has therefore been assigned to one learning group at Highlands Elementary where she is working with a group on social emotional learning. This is expected to be a nine week program and upon completion, the teacher will move to another elementary school in Cranbrook to work with a new learning group.

Human Resources has been busy recruiting for a number of teacher and support opportunities in our district. Local advertising continues with INDEED, local job boards and online websites. We have increased our postings to include full time TTOC's in the Elk Valley communities and full time roving custodians in both Cranbrook and the Elk Valley. We continue to use national job sites, Make a Future and Employment Canada Network as well as their resources at Universities, Colleges and organizations to recruit across Canada. We participated locally in the first on-line job fair with KES in Fernie and continue to reach out to partners in the area such as the COTR to increase our casual lists. We are near completion of our first bus driver training school and are excited to see both applicants in the coming weeks get their Class 2 license and to start their new career as a bus driver with SD5.



NOW HIRING!
for our
Casual Clerical Pool

Create a profile and apply today!
SD5.bc.ca (career opportunities)

 School District #5
(Southeast Kootenay)



BUS DRIVERS WANTED

Do you have a
Class 1 or 2
Driver's Licence?
We're looking for you!

Create a profile and apply today!
SD5.bc.ca (career opportunities)

 School District #5
(Southeast Kootenay)



NOW HIRING!

**Youth Care Workers,
Aboriginal Education
& Education Assistants**

Create a profile
and apply today!
SD5.bc.ca
(career opportunities)

 School District #5
(Southeast Kootenay)



**Now hiring
casual
custodians!**

Create a profile and apply today!
SD5.bc.ca (career opportunities)

 School District #5
(Southeast Kootenay)



Supervisors wanted

For the 2020/21 School Year
Part time, casual work
available for 1-2 hours/day.

Create a profile and apply today
for work starting in September!
SD5.bc.ca (career opportunities)

 School District #5
(Southeast Kootenay)

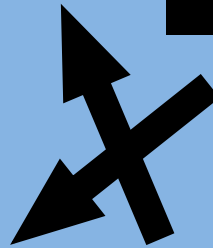
Vision	Mission	Values
Students love to learn here, staff love to work here, families love to gather here.	Our students will graduate with dignity, purpose and options.	Respect, Vision, Fairness, Collaboration, Integrity, Inclusion

Inclusive Partnerships

District Elders in Residence Program

We are meeting this next week with our Elders in Residence to further cement plans to expand our existing program beyond Mount Baker. This will take the form of formalizing the role of knowledge holders and mentors as well. The expansion of the Elders program has been a goal in our Enhancement Agreement for at least two iterations of the agreement. As such, we have allocated funds from our targeted funds to support the expansion of this incredibly important project.

The Elders have given us great direction on how to start this process and we look forward to working with our partners on the Enhancement Agreement Review Committee to try and bring this into fruition.



The Aboriginal Education Department has a new logo

Artist Biography:

Marisa Phillips is a First Nations artist of the Ktunaxa Nation and the ʔaq'am Band located outside of Cranbrook, BC. She is an artist, Ktunaxa language activist and presenter. She believes that art should invoke emotion, imagination, thought and excitement to the eye. As a child growing up in a native community, she was taught that everything had a spirit and to respect all things that Mother Earth created, equally. Due to those teachings, many of her paintings have a spiritual and/or natural theme associated with them. Some of her artistic mediums include: large scale murals, canvas paintings, children's book illustrations, graphic design, poster and logo designs.

Her artwork can be viewed on her Facebook Page at: www.facebook.com/marisaphillipsart/



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Ministry of Education Update

FOR INFO, SUPERINTENDENTS, PRINCIPALS/VICE-PRINCIPALS & SCHOOL COUNSELLORS – New Mental Health in Schools (MHIS) Strategy Released: The Ministry of Education has [announced](#) the release of its new [Mental Health in Schools Strategy](#), which outlines a vision and pathway for mental health promotion in the K-12 education system. The strategy represents the Ministry's commitment to implementing the priority actions identified in [A Pathway to Hope](#) for the improved wellness of children, youth and young adults. The strategy and other mental health resources can be reviewed on the *erase* [Mental Health & Well-Being web page](#).



FOR INFO, SUPERINTENDENTS, SECRETARY-TREASURERS & PRINCIPALS/VICE-PRINCIPALS – Impact of School Closures Report: The BC Centre for Disease Control has released their report on [Impact of School Closures on Learning, Child and Family Well-Being During the COVID-19 Pandemic](#). Please review this document to learn more.

Featured Topics

- [Vision for Student Success](#)
Learn about our vision for educated citizens that thrive in a rapidly changing world.
- [B.C.'s New Curriculum](#)
British Columbia's curriculum is being redesigned to respond to the demanding world our students are entering.
- [Reporting on Student Success](#)
Use features like infographics and data visualizations to navigate data from the B.C. school system.



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Schools

Orange Shirt Day



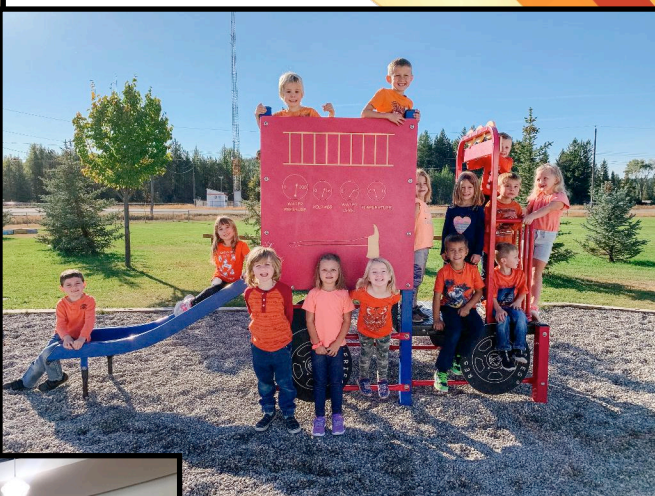
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Schools

Orange Shirt Day



IDES



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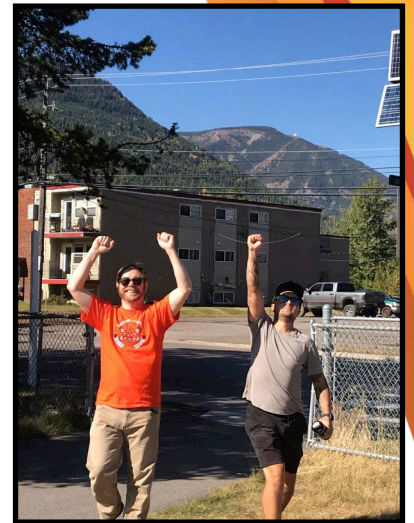
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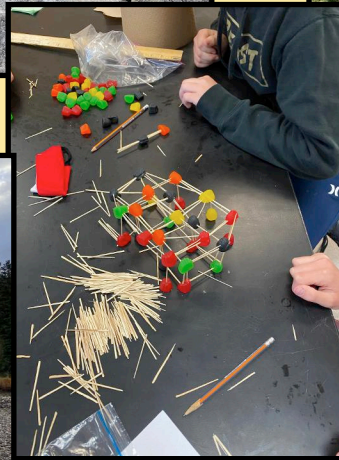
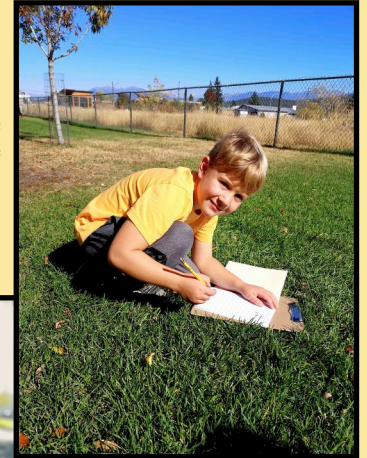
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SSS

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Schools



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October 13, 2020

BCSTA
Mike Roberts, CEO
4th floor – 1580 West Broadway
Vancouver, BC V6J 5K9

Re: School Site Land Acquisition Issues and Solutions - Discussion Paper July 2019

Dear Mike,

We recognize the need to acquire designated school sites and to generate increased revenue to make that possible throughout the province. Please give our thoughts consideration as the issue is pursued.

Following a recent and comprehensive proposal by a consultant on School Site Acquisition charges for the Southeast Kootenay School District, we have numerous apprehensions regarding the current regulations.

- While it may be appropriate for an urban school district with a geographical boundary encompassing an urban municipality to apply SSA charges, in a rural district such as SD5 with 4 (four) of the 5 (five) local governments having designated and acquired future school sites, there is no fairness or appetite by trustees to establish SSA charges.
- It was estimated in the proposal that the five local governments would generate 1680 eligible development units over the next ten years. The current market value of a school site in the community that has no site designated is 3.5 million (2030 market value). At the current \$1000 cap this would generate 48% today.
- School Districts implementing SSA charges become the scapegoats for local government and developers.
- SSA charges provide the avenue to local government that they have no responsibility for site designation, provision or acquisition under any circumstances.
- We would suggest that SSA is not a district issue, but a provincial one and that consideration be given to the concept of an annual SSA assessment being assessed to the nine (9) property classes province wide through the BC Assessment Authority collected by local government and forwarded to the Ministry, thereby, meeting all party's needs (Residential, Utilities, Major Industry, Light Industry, Business and other, Rec/Non Profit and Farm).

We believe local government share the belief that our schools are the most important asset in a thriving city, district or community and that our schools attract young families with their children being the community's most important resource and source of pride in our future.

Accordingly, local government should not only be **required to consult** with school districts on the requirements for school sites but to designate them with **restrictions regarding rezoning**.

We applaud recommendation (2) that the required legislative and regulatory changes be introduced requiring municipal governments to include the cost of off-site servicing in their municipal development cost charges. A true partnership would include the on-site servicing as well with the resources they have and new schools offering community uses and benefits.

Respectfully submitted,

Frank Lento, SD5 Board Chair

cc: Premier ??
Minister of Education ??
Boards of Education, distributed through BCSTA ??